

## MISSION STATEMENT

*The mission of Community Development is to provide Community Development Block Grant (CDBG) and HOME Program funding to municipalities and other subrecipients not eligible for direct United States Department of Housing and Urban Development (HUD) funding so they can develop viable communities and to primarily benefit low and moderate income people.*

## COMMUNITY DEVELOPMENT ADVISORY COMMITTEE REGULAR MEETING AUGUST 13, 2014

### MINUTES

#### MEMBER OR ALTERNATE

#### REPRESENTING

#### \*\*\*\*\*PRESENT\*\*\*\*\*

Eric Orsborn  
Roy Delgado  
Fernando Fernandez  
Sharolyn Hohman  
Andrew Sanchez  
Adolfo Gamez  
Royce Kardinal  
Dorena Mello

Buckeye  
El Mirage  
Gila Bend  
Goodyear  
Guadalupe  
Tolleson  
Wickenburg  
Youngtown

#### \*\*\*\*\*ABSENT\*\*\*\*\*

#### \*\*CD STAFF PRESENT\*\*

Carissa Cyr  
Amy Jacobson  
Carl Morgan  
Yvonne Seal

1. **CALL TO ORDER**

Carl Morgan called the meeting to order at approximately 6:30 P.M. Amy Jacobson welcomed the CDAC members and thanked them for their service on the Committee. The Committee members and staff introduced themselves.

2. **ROLL CALL AND ESTABLISHMENT OF QUORUM**

Carl Morgan took roll call. 8 members were present and a quorum was established.

3. **ELECTION OF CHAIR AND VICE-CHAIR FOR 2014-15**

Carl Morgan announced to the Committee that the Board of Supervisors hasn't appointed District Representatives for CDAC. Staff hopes that appointments will be made before the September meeting. A motion was made by Roy Delgado to appoint Eric Orsborn to be Committee Chair for the August meeting. There was a second by Dorena Mello. The motion was approved unanimously.

4. **MINUTES OF MAY 14, 2014 MEETING**

Adolfo Gamez asked if there was a particular reason why the minutes don't identify person making a second to motions made during the meetings. Following a brief discussion, the Committee agreed that the minutes should identify members that second motions during the meeting. There was a motion by Royce Kardinal with a second by Andrew Sanchez to approve the May 14, 2014 meeting minutes. The motion passed unanimously by voice vote.

5. **PUBLIC HEARING – FY2014-15 ANNUAL ACTION PLAN: AMENDMENT 1**

Amy Jacobson briefly described the Action Plan amendment. The proposed amendment is to shift \$36,237 in Emergency Shelter Solution Grant (ESG) funds from Shelter Operations to Rapid Rehousing. Discussion of the amendment included how individuals access the funds, where the ESG funded programs are located, the organizations funded and the impact of the change in funding on their programs.

Chairman Orsborn opened the public hearing and requested any public comments. There were no comments and the hearing was closed. A motion was made by Roy Delgado with a second by Dorena Mello to recommend approval of Amendment 1 to the 2014-15 Annual Action Plan. The motion was approved unanimously.

6. **TOWN OF GILA BEND – REQUEST FOR CONTINGENCY FUNDING AND REVISED IMPLEMENTATION SCHEDULE**

Gila Bend's Public Works Director Bill Menard presented Gila Bend's request for additional funding and a revised implementation schedule. Construction of the new well is substantially complete. It was hoped that the water could be directly added to the water system. However, the water quality required treatment prior to use by the Town. The additional funds are requested to cover the cost of installing piping and pumping equipment to send water from the new well to the nearby treatment plant. While \$25,000 is being requested for this project, Gila Bend's recently completed waterline project was completed approximately \$200,000 under budget. These funds are being returned to the County. Gila Bend is also requesting that the project completion date be revised from March 1, 2014 to August 28, 2014.

Dorena Mello asked if there is funding available for this request and if providing an extension to their implementation schedule will cause any problems with HUD or other requirements. Carl Morgan replied that there is funding available for this request and that approving the schedule change will not cause any problems with HUD or other

requirements. Adolfo Gamez asked what is Gila Bend's current population. Bill Menard replied that the population is 1,922.

There was a motion by Adolfo Gamez with a second by Roy Delgado to approve Gila Bend's request for \$25,183.50 in additional funds and change the project completion date to August 28, 2014. The motion passed unanimously by voice vote.

**7. NHS OF PHOENIX – PROGRAM UPDATE**

Patricia Garcia Duarte, President and CEO of NHS Phoenix presented an update on their Urban County CDBG funded Homebuyer Counseling program. Since program inception, NHS has counseled and educated 119 potential homeowners, 13 of which became new homeowners in Buckeye, El Mirage, Glendale, Goodyear and Phoenix. The average purchase price was \$127,744. 56 of these households are still in the counseling process.

This a homeowner conversion rate of 11%, which is lower than the 14% they see across all their homebuyer education programs. NHS is planning outreach events in the near future. Contacts within the CDAC cities and towns is requested to help get the word out regarding the program and these outreach events.

NHS also provides assistance to homeowners at risk of foreclosure. The Arizona mortgage relief fund has provided \$2,000,000 to assist homeowners through several different programs. Brochures were distributed with more information on the programs. The website [www.azmortgageresource.gov](http://www.azmortgageresource.gov) has more information on these programs.

**8. URBAN COUNTY HOUSING PROGRAMS - UPDATE**

Amy Jacobson presented an update on the County's housing programs. The Homebuyer Assistance Program provides up to \$14,999 in downpayment and closing cost assistance for first time homebuyers or buyers that haven't owned a home in 3 years.

The new online Inquiry Form for the Homeowner Improvement Programs was demonstrated to the CDAC. The website will allow interested persons to provide basic information and express interest in any of the Improvement programs including Emergency Repair, Homeowner Rehab, Energy Efficiency, and Home Modifications for Service Disabled Veterans. The Emergency Repair program is underway and provides assistance to eligible homeowners with emergency repairs such as a broken A/C unit in the summer. The new Veterans Home Improvement Program has also begun. This program provides home modifications for service disabled veteran homeowners.

**9. 5 YEAR CONSOLIDATED PLAN**

Carl Morgan briefly summarized the Community Development Block Grant Program requirements- projects must either benefit low and moderate income persons, or address issues of slum and blight. CDBG funded activities must meet one of these requirements. Each city or town was provided copies of their current 5 year plan. In addition to the specific activities identified by each community, the new plan for each community will need to prioritize a variety of population groups, facilities, and services.

Communities are encouraged to start planning for how they will involve residents and other interested parties in creating their new 5 year plan. The CDBG applications that will be due in January 2015 will need to be included as their year one activities in their new 5 year plan.

**10. STAFF ANNOUNCEMENTS**

The next CDAC meeting is scheduled for September 10, 2014.

**11. OPEN CALL TO PUBLIC**

There were no comments from the public.

**12. ADJOURNMENT**

Having no further business before the Committee, chairman Orsborn adjourned the meeting at approximately 7:45 PM.

Respectfully submitted,

Carl Morgan  
Recording Secretary